Permit #F00140911

FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00140911 **Type of Permit:** FILMING **Release Date:** 08/24/2018

Production Company BLACK A.R.T. FILMWORKS

Insured Company Name ASHUNDA NORRIS
Contact Phone No. 1 3019104844
Contact Phone No. 2
Fax
Address 1743 S CATALINA ST
LOS ANGELES, California 90006

Production Title MINO

Type of Production Student

Producer Ashunda Norris

Director Ashunda Norris

1st AD Kelz Morgan

Production Manager Ashunda Norris

FilmL.A. Coordinator Angel Miranda

Location Manager Ashunda Norris
Primary Phone Mobile - 3019104844
Secondary Phone

Location Assistant Ashunda Norris
Primary Phone Mobile - 3019104844
Secondary Phone

Fees

FILMLA NON-REFUNDABLE STUDENT PERMIT FEE SIMPLE	$26.00
LA CITY DEPT OF REC AND PARKS PARK MONITOR FEE	$456.00
LA CITY DEPT OF REC AND PARKS MONITOR REPORTING FEE	$76.00

Total Permit Fee $558.00

Number of Locations 1

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Summary Information — Location

Permit Number	F00140911	**Location Manager**	Ashunda Norris
Production Company	BLACK A.R.T. FILMWORKS	Primary Phone	Mobile - 3019104844
Insured Company	ASHUNDA NORRIS	Secondary Phone	
Production Title	MINO		

Location Address 4730 Crystal Springs Dr, Los Angeles, CA, 90027

Location Name GRIFFITH PARK

Location Type Park

Film Dates 8/27/2018 - 8/27/2018 05:30 - 17:30 1 day

Open or Closed to the Public Open

Generic Conditions
*LA CITY AND/OR LA COUNTY FIRE CHECKLIST ATTACHED TO FINAL PERMIT. THE PERMITTEE IS RESPONSIBLE FOR COMPLETING CHECKLIST PRIOR TO FILMING ACTIVITY AT THIS LOCATION. NON COMPLIANCE MAY RESULT IN ASSIGNMENT OF A FIRE OFFICER.
All vehicles must be parked on private property
Must comply with attached Rec & Park Conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with vehicular or pedestrian traffic
No Parking in handicap spaces at anytime.

Please see attached documents
F140911 Letter.pdf
F140911 Guidelines.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	12

Personnel on Location

Type	Quantity
Cast	5
Crew	15
Extras	3
Rec & Park Monitor required	1
Spot Check	1

Filming Activities Exterior dialogue and establishing shots; Camera, equipment and film activities on city park property only – no public sidewalk and/or street activities;

Jurisdiction **Political:** Los Angeles City - Council District 04 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

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Thomas Guide **Page:** 593 **Grid:** J2

Location Notes

Approvals	LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE	Angelica Valdez
	LOS ANGELES CITY POLICE DEPARTMENT	Melissa Hernandez

Coordinator Note RAPG REF: 61899.

Coordinator Note GRIFFITH PARK - OLD ZOO AND PARKING LOT.

Coordinator Note ONE (1) REC AND PARK MONITOR REQUIRED. 8/27, 05:30 - 17:30 HOURS.

Coordinator Note SPOT CHECK APPROVED PER CPTN D. RILES - LOS ANGELES CITY FIRE, FILM UNIT.

Coordinator Note SUBJECT TO LOS ANGELES CITY FIRE FIELD SPOT CHECK INSPECTION TO INSURE COMPLIANCE.

Coordinator Note NO GENERATOR USAGE ALLOWED.

Coordinator Note NO SMOKING ALLOWED.

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

Parking Notes
BASE CAMP AND ALL CAST, CREW, PERSONAL AND EXTRAS VEHICLE PARKING WILL BE ON (PRIVATE) PROPERTY ONLY - ABSOLUTELY NO CAST, CREW, EXTRAS, AUDIENCE OR PERSONAL VEHICLES TO BE PARKED ON AREA STREETS, ROADS (INCLUDING SHOULDERS) OR ALLEYS.

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THE LEADER IN GLOBAL EDUCATION

FAIRLEIGH DICKINSON UNIVERSITY

MFA in Creative Writing
Department of Literature, Language, Writing and Philosophy
Florham Campus
285 Madison Avenue, M-MS3-01
Madison, New Jersey 07940
973-443-8632 Voice
973-443-8713 Fax
www.fdu.edu

May 18, 2018

To Whom It May Concern:

This letter is on behalf of Ashunda Norris, who is a student in our Master of Fine Arts program in poetry. Her I.D. number is 1792595. The short film that she plans to shoot is an extension of her studies in poetry. The film is for educational use and will not be used for commercial purposes.

Please contact me if you have any additional questions. I can be reached at 917-834-1852 or at jeffallen1826@gmail.com.

Sincerely,

Jeffery Renard Allen
Instructor
Master of Fine Arts in Creative Writing

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PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

Film Production Guidelines

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

OLD ZOO AND PARKING LOT

- Ok to film at the Old Zoo on 8/27/18 (see plot plan).
- Ok to park 12 crew cars in parking lot (see plot plan).
- Ok to have handheld equipment; camera, light flags and a jib.
- Ok to add greenery to rock structure.
- Ok to have 3 tables and 15 chairs for a catering set up.
- **No blocking off exits/entrance of driveways**
- **No staking. Must be free-standing**
- **If tents are being used, they must be secured with sandbags or water barrels.**
- **Must leave 15 ft. in clear for emergency vehicles on fire roads.**
- **Must leave all fire lanes open at all times and do not block any fire hydrants.**
- **Company does not have exclusive use of parks/parking lots.**
- **OK to do a two-minute pedestrian control while cameras are rolling.**
- **Company must leave all areas clean after use.**
- **Not approved to have a generator on-site.**
- **Not approved to alter the landscape.**
- **NOT allowed to film any patron unless given permission with written consent.**
- **Use of City utilities (water and electricity) is $75 per use, per day and the company will be invoiced by the Park Film Office.**
- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- **No simulated sex allowed on Park property.**
- **No nudity allowed on Park property.**
- Film permits do not provide exclusive use of a park or recreation area.
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency

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vehicle access lanes must be maintained in parking lots and park streets at all times.

- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking and or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.
- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

F-140911

BLACK A.R.T FILMWORKS - MINO

(OLD ZOO AND PARKING LOT)

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